

Salton Sea Financial Assistance Program

2012 Application Solicitation Period A Guide to the Online Application Process

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**Department of Water Resources – DWR – FESSRO
Department of Fish and Games – DFG – Bermuda Dunes Office**



Overview

1. Information to take from this workshop
2. Public Comments
3. The final documents – Guidelines and **PSP**
4. Online application system - BMS
5. Program Schedule

Pre-Application Workshop

1. Why a workshop during the solicitation period?
 - Help applicants avoid technical disqualification
 - “De-mystifying” our online application tool - BMS
 - Clarify the PSP/answer questions
2. The outcome?
 - Level playing field for all participants
 - Understand needs of participants
 - Improve communication and coordination with applicants

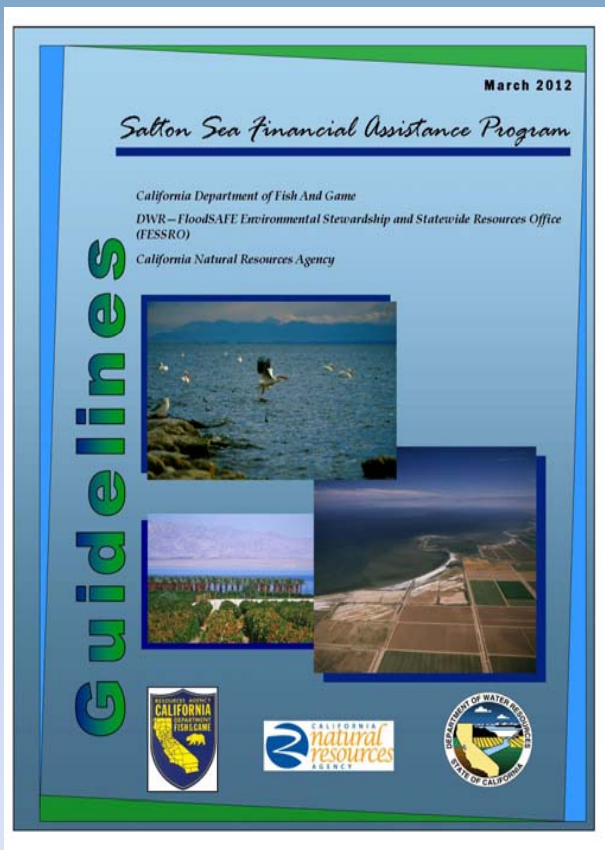
Public Comments

Public concerns:

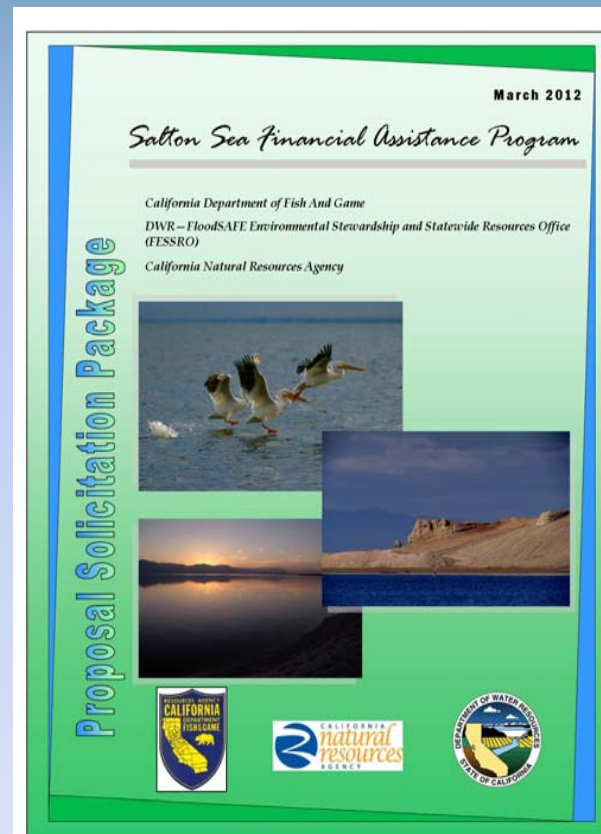
- Transparency / conflict of interest
- Native American Tribes Eligibility
- Scoring criteria
- Clarifications on the language of the Guidelines/PSP
- Amount available / Cost share
- BMS
- Agreement general conditions
- Operation and Maintenance
- Clarification of language regarding the QSA

The FAP Documents

FAP - Guidelines



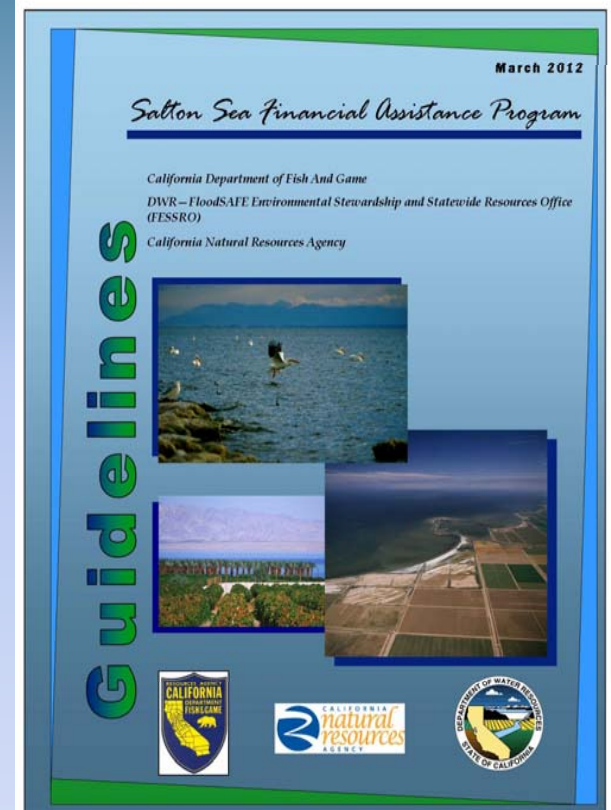
FAP - Proposal Solicitation Package



Guidelines

17-page document lays out:

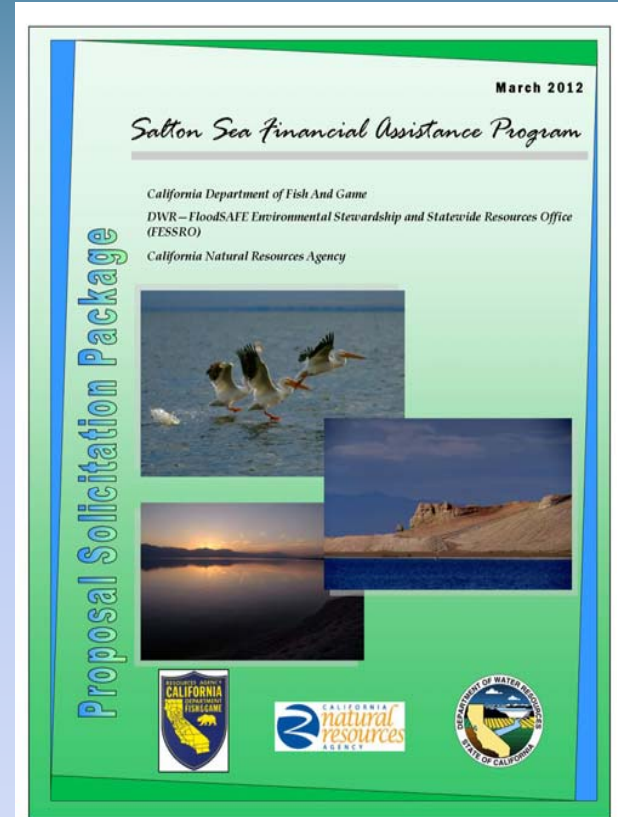
- Program objectives
- Eligibility requirements
- General requirements
- Application Process
- Grant administration, responsibility of partnering agencies
- Appendices:
 - ✓ Native American tribe notification
 - ✓ Guidelines for Grantees (Audit)



PSP - Proposal Solicitation Package

31-page document lays out:

- BMS registration steps
- Proposal submission requirements
- Fund availability
- Application guide / BMS
- Program Schedule
- Application checklist & scoring criteria
- Templates
 - ✓ Budget, work plan, resolution



Online application system BMS

What do you need?

Before starting the registration process on BMS

- Make sure your organization is not registered with BMS
- If organization already in the system, ask your organization admin or the BMS admin (DWR) to authorize you as user once you have registered
- Tax ID number of your organization

BMS Helpdesk (888) 907-4267 or email bmsadmin@water.ca.gov.

Online application system BMS

<https://www.bms.water.ca.gov/BMS/Login/Log-in.aspx>

Registration

Log-in

CA.GOV | Department of Water Resources
Bond Management System

BMS

LOG ONTO BMS

| | |
|---------------------------------------|--------------------------|
| User Name: | <input type="text"/> |
| Password: | <input type="password"/> |
| <input type="button" value="Log In"/> | |

[Forgot Password](#)

[Registration](#)

For information regarding the BMS please call (888) 907-4267 or email bmsadmin@water.ca.gov.

Online application system

BMS



Department of Water Resources

Bond Management System

User Profile

Contact

Organization

Account

First Name:

*

Phone (Office):

 - Ext:

*

Middle Name:

Phone (Direct):

 - Ext:

Last Name:

*

Phone (Mobile):

 -

Fax:

 -

Next

Cancel



Bond Management System

User Profile

Contact

Organization

Account

| | | | |
|---------------|---|------------------------|---|
| Organization: | <input type="text" value="Search for Organization..."/>  * Add New | Division/Address List: | <input type="text" value="Search for Division..."/>  * Add New |
| Address1: | <input type="text"/> | Address2: | <input type="text"/> |
| City: | <input type="text"/> | State: | <input type="text" value="California"/> |
| Zip: | <input type="text"/> | Phone: | <input type="text" value="() - - Ext:"/> |
| Web site: | <input type="text"/> | | |

Next

Cancel



Department of Water Resources

Bond Management System

User Profile

Contact

Organization

Account

| | | |
|----------------------|--|--------------------------|
| Username/Email: | | <input type="text"/> |
| Password: | | <input type="password"/> |
| Confirm Password: | | <input type="password"/> |
| Security Question 1: | <input type="text" value="Select Question"/> | Answer: |
| Security Question 2: | <input type="text" value="Select Question"/> | Answer: |

Save

Cancel

Online application system

BMS

Tip 1:

When entering the name of your organization from the drop-down menu, wait for the system to populate the other fields. Clicking out of the box will give you an error message.

Your organization admin cannot “add” you as a user if you are not registered with BMS

Online application system

BMS

Tips 2:

All fields in the application must be filled out. If the question or project category does not apply to you enter : N/A.

The screenshot shows a web application titled "Adaptive Management Experimentation Project". It contains three sections: Q6 - Project Type, Q7 - Adaptive Management Goals, and Q8 - Proposed Experiment. Q6 has two radio button options: "1) Yes" and "2) No", with "No" selected. Q7 has a text area for goals with a 4000 character limit. Q8 has a text area for the proposed experiment with a 4000 character limit. The bottom of the screen shows a status bar with "Local intranet | Protected Mode: Off" and a 100% zoom level.

Adaptive Management Experimentation Project

Q6 - Project Type

Is your project an Adaptive Management Experimentation type of project? If it is go to question #2 of this section. If not, go to the appropriate project type section to complete your application.

1) ☐ Yes
2) ☒ No

Q7 - Adaptive Management Goals

State the goals and objectives of the proposed adaptive management experiment. These should be simple, objective statements about what the proposed work seeks to accomplish over the near and long term. The goals should be measureable and consistent with the Program goals identified in the guidelines. Include a description of performance metrics that would be used to measure the effectiveness in achieving the stated goals and objectives.
Maximum Character Limit: 4000

Q8 - Proposed Experiment

Describe the proposed adaptive management experiment. Include a description of the habitat or management practices that would be manipulated for the purposes of the experiment and the timeframe over which the experiment would be conducted. Describe the rationale for the proposed experiment, including the scientific basis and any conceptual models that help clarify the areas of uncertainty.
Attach any relevant conceptual models on the "Design Drawings and Figures" section under the "General Information and Attachments" tab. Indicate the timeframe for the project to become fully functional.
Maximum Character Limit: 4000

Local intranet | Protected Mode: Off 100%

Online application system

BMS

Tips 3:

All fields in the application must be filled out, including in the “Attachment” section. You must upload at least one document into each field even if the field does not apply to your project. You can upload a blank document if the “attachment” does not apply to your proposal.

The screenshot displays the 'Attachments Section' of the BMS online application system. The interface includes a navigation bar at the top with tabs for 'Projects', 'Project General Information Questions', 'Habitat Creation And Enhancement Project', 'Water Quality Improvement Project', 'Research Project', 'Adaptive Management Experimentation Project', and 'Attachments Section'. A 'Full View' button is located in the top right corner of the section.

The main content area is divided into three sections, each with a question mark icon and a description:

- A1 - Authorizing Resolution**
Attach a scanned copy of a signed resolution or equivalent document from the applicant's governing board or officer authorizing the submittal of this application.
(Upload Limit: 50 MB each). File Name Limit: 50 Characters. Last Uploaded Attachments :
A file upload area with a 'Select' button, a 'Remove' button, and an 'Add' button. Below the upload area, a note states: 'To delete one or more uploaded files, check the 'Delete' check-box(s) next to the file name(s) and click Save'.
- A2 - Applicant Team Organization: Chart**
Attach an organization chart indicating key staff and their roles relative to the proposed work.
(Upload Limit: 50 MB each). File Name Limit: 50 Characters. Last Uploaded Attachments :
A file upload area with a 'Select' button, a 'Remove' button, and an 'Add' button. Below the upload area, a note states: 'To delete one or more uploaded files, check the 'Delete' check-box(s) next to the file name(s) and click Save'.
- A3 - Resumes/CVs**
Attach resumes/CVs for the PM/PI and key staff proposed for the project. You can combine all the CVs in one document as long as the individuals are identified.
(Upload Limit: 50 MB each). File Name Limit: 50 Characters. Last Uploaded Attachments :
A file upload area with a 'Select' button and a 'Remove' button.

The bottom of the screen shows a status bar with the text 'Local intranet | Protected Mode: Off' and a zoom level of '100%'.

Online application system BMS

Application – Walk through

<https://www.bms.water.ca.gov/BMS/Login/Log-in.aspx>

Program Schedule

Salton Sea Financial Assistance Program Schedule

| | |
|--|----------------------------|
| Applicant workshop | August 2012 |
| Application deadline | September 09 2012, 5:00 PM |
| Public meeting to discuss draft funding recommendations (one week open for comments) | November-October 2012 |
| DWR/DFG approves final grant awards | October-November 2012 |
| Contracts executed | December-January 2012 |

Questions?

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